"GUIDELINES FOR WATERSHED MANAGEMENT OF
CROWN LANDS USED AS COMMUNITY WATER SUPPLIES,"
OCTOBER 1980

APPENDIX H

POLICY AND PROCEDURES FOR
COMMUNITY WATERSHED PLANNING
NOVEMBER 26, 1984

NOVEMBER 26, 1984

POLICY AND PROCEDURES FOR COMMUNITY WATERSHED PLANNING

PURPOSE:

The purpose of this policy and associated procedures is to provide a documented framework for resource planning specific to Community Watersheds that recognizes the importance of these areas as sources of domestic, irrigation and other water supplies.

Water quality and quan[illegible]y are the primary concerns in Community Watersheds. On th[illegible]ther hand, the timber in these same watersheds is part of the supply [illegible]ded to support a viable forest industry. Therefore, it is generally in the public interest that Community Watersheds be managed for the production of both water and timber as well as for other natural resources. However, such management must be guided by comprehensive planning that will not only identify integrated use potentials and opportunities but also define the management conditions required to ensure compatibility.

SCOPE OF APPLICATION:

This policy is applicable to all provincial government agencies.

This Policy was developed primarily for application in Community Watersheds as defined in this paper. However, it is recognized that there are many watersheds that do not have official Community Watershed status that are licenced for water use and may need planning of a similar intensity. It is, therefore, intended that this Policy would be equally applicable in watersheds other than Community Watersheds where both the Ministry of Environment and Forests deem an Integrated Watershed Management Planning process to be necessary.

This Policy is, as the title states, applicable to Crown lands. However, in those instances where licensed watersheds contain private land, every effort should be made to ensure that the management actions taken on Crown land as a result of implementing this Policy are coordinated with those planned for the private lands and vice versa. This will be accomplished through involvement of the appropriate local government authority in the planning process.

DEFINITIONS:

Community Watersheds: those watersheds identified in the publication "Guidelines for Watershed Management of Crown Lands used as Community Water Supplies", Ministry of Environment, 1980, or any subsequent revision.

Integrated Resource Management: an approach to managing resources where primary, secondary and other uses are compatible and normally results in continued production of all.

Integrated Watershed Management Plans (IWMP): Plans prepared for Community Watersheds to guide the management of land and resources. The scope and level of detail of these plans can vary in keeping with the complexity and extent of the resource management problems to be addressed.

Licenced Resource Users: individuals or corporations that are authorized, through licences, permits, leases or other forms of tenure, to use and/or manage Crown land or resources lying within a Community Watershed. This would include Municipalities, Irrigation Districts, Water Districts, etc.

Line Managers: A group of local line managers (Forest District Managers, Regional Water Managers, Regional Fish and Wildlife Managers, etc.) of those Ministries participating in the preparation of an IWMP that are responsible for implementation of the plan.

Local Government Representatives: Staff member(s) of a municipality and/or Regional District directly concerned with the planning and management of a Community Watershed.

Planning Group: A group of individuals that work together to prepare Integrated Watershed Management Plans for Community Watersheds. Representation and membership will change from situation to situation. This group will include representatives from provincial government Ministries and, where appropriate, representatives from local government and licensed resource user groups.

POLICY STATEMENT:

It is the policy of the government that:

All Crown land in Community Watersheds will be planned and managed on an integrated resource management basis with priority given to the protection of water supplies;

The conditions governing resource use and development on Crown land within Community Watersheds will be determined, consistent with regional priorities and capabilities, through the preparation and approval of Integrated Watershed Management Plans;

The Ministries of Environment and Forests will be jointly responsible for preparing Integrated Watershed Management Plans. A multidisciplinary approach will be used in plan preparation whereby the Ministry of Lands, Parks and Housing and other directly affected Provincial and Federal Government Agencies will be consulted. Local government agencies and licensed resource users will also be given the opportunity to participate directly in plan preparation. Interested public individuals and groups will be given the opportunity to provide information and advice for use in the preparation of Integrated Watershed Management Plans and to review and register opinions on plan alternatives; and

All resource development proposals made in those Community Watersheds where an approved Integrated Watershed Management Plan exists must conform to that plan. In the absence of an approved plan, all affected resource agencies and licensed resource users must be given the opportunity to review and comment on proposals for resource development within a Community Watershed before they receive final adjudication by the agency responsible for the administration of the proposed development.

Every effort will be made to encourage the development of compatible policies by local governments respecting the use of any private lands contained within Community Watersheds.

CONDITIONS:

1.0 Integrated Watershed Management Plans must be consistent with existing higher level plans and with Ministry of Lands, Parks and Housing Crown Land Plans. However, because watershed planning requires the development of more detailed information, the results of this process often provide a basis for modifying higher level plans, thereby providing the necessary consistency.

2.0 The process used to prepare an Integrated Watershed Management Plan must provide a basis for deciding the best use or combination of uses for lands within a Community Watershed and how best to manage for those identified uses. This may involve presenting alternative land use patterns that exclude one or more uses on all or a portion of the planning area. However, every attempt must be made to integrate resource uses through the implementation of appropriate management strategies and practices where this will increase net benefits.

3.0 The guiding principles for resource development activity within Community Watersheds shall be as specified in the October 1980 task force report "Guidelines for Watershed Management of Crown Lands used as Community Water Supplies" (or any subsequent revision). It is recognized that regional, district and site specific variation of these Guidelines may be required in practice, and may therefore depart from the 1980 Guidelines with the agreement of all involved parties including the Ministries of Forests and Environment.

4.0 The development of resources in a Community Watershed will require both government agencies and licensed resource users to ensure a level of supervision and monitoring over and above that normally provided. Licensed resource users will be made responsible, under their license or permit documents, for a level of day-to-day supervision to be specified in the Integrated Watershed Management Plan. Government agencies will be made responsible for a level of monitoring which will also be specified in the Integrated Watershed Management Plan.

Land use development for non-forest uses will require tenure from the Ministry of Lands, Parks and Housing and will be subject to terms and conditions imposed by that Ministry in recognition of the desire for watershed protection and management.

Where a license area in a Community Watershed reverts from a licensee to the Crown, then that Ministry which issued the license shall be responsible for continued inspections specified in the plan and for involving the other participants in the planning process for any subsequent action deemed necessary.

5.0 Responsibility for the continuing integrity of Community Watersheds falls to some degree on all licensed resource users who benefit from the watershed. The Integrated Watershed Management Plan produced for a Community Watershed should specify for each licensed resource user the nature of their responsibilities, the duration of their responsibility and to whom they are formally accountable for operational implementation of their responsibilities. This information will be provided, where possible, in subsequent resource or land use agreements (licences, permits, leases, etc.) within a Community Watershed. Where resource and land use activity takes place under such agreements, the Ministry involved shall obligate the resource user to undertake relevant safeguards as indicated in the Integrated Watershed Management Plan. As part of these safeguards, licensed resource users will prepare a contingency plan for review by the planning group which provides for the maintenance of the water supply and the rehabilitation of the water system should damage occur which is deemed by the Ministries of Environment and Forests to be directly attributable to resource user activity.

Water licensees are obligated to design their intake works so as to provide a measure of protection from short term occurrences such as elevated suspended sediment levels due to natural events or resource development.

6.0 Each planning area must be considered on its own merits when selecting the planning approach and when determining the nature of responsibilities and supervision.

7.0 The regional staff of the Ministries of Forests and Environment will, by March 31 of each year, jointly prepare lists for Community Watershed planning covering the ensuing five-year period. This list will provide a basis for coordinating the various Ministry planning programs and budgets.

8.0 Adoption of this Policy will not affect planning processes which are ongoing at the date of adoption.

9.0 An IWMP project, subject to agreement by both Ministry of Environment and Ministry of Forests, could be led by either Ministry, or both, in the case of joint chairmanship.

RESPONSIBILITIES:

Environment and Land use Technical Committee (ELUTC)

- approve Community Watershed planning policy; and
- adjudicate areas of impasse in Plan approval that cannot be resolved by the agencies themselves.

Regional Directors/Managers - Ministries of Environment and Forests

- approve Community Watershed planning priority lists and terms of reference;
- approve IWMPs; and
- adjudicate areas of impasse in plan development which cannot be resolved by the line managers.
- review reports of periodic plan reviews and expedite remedial action when necessary.

Line Managers (various agencies)

- formulate Community Watershed planning priority lists;
- formulate IWMP terms of reference;
- review IWMP alternatives and make recommendations to the Regional Directors/Managers of MOE and MOF;
- adjudicate areas of impasse in plan development which cannot be resolved by the planning group;
- conform to the approved IWMP in subsequent planning and management actions; and
- implement and monitor IWMPs.

Planning Group Members

- keep their respective agencies and groups informed as to progress in plan preparation;
- prepare Integrated Watershed Management Plan alternatives;
- sign off planning recommendations and submit to line managers; and
- monitor plan implementation through periodic reviews.

Licensed Resource Users

- provide information and advice to the planning group during the various phases of the planning processes; and
- follow the approved Integrated Watershed Management Plan in subsequent planning and management actions.

Local Government

- where appropriate, provide information and advice to the planning group, during the various phases of the planning process.
- where appropriate, consider introducing or amending regulatory bylaws to be consistent with and supportive of the Integrated Watershed Management Plan.

REFERENCES:

MINISTRY OF FORESTS ACT

FORESTS ACT

ENVIRONMENT MANAGEMENT ACT

WATER ACT

LAND ACT

MINISTRY OF LANDS, PARKS AND HOUSING ACT

GUIDELINES FOR WATERSHED MANAGEMENT OF CROWN LANDS
USED AS COMMUNITY WATER SUPPLIES - 1980

PROCEDURES:

The planning process used to prepare an Integrated Watershed Management Plan must be mutually acceptable to the Ministries of Environment and Forests and should be selected to meet the needs of each individual situation after consultation with other participants. Choices will include, but not necessarily be limited to, the subunit planning processes of the Ministries of Environment or Forests.

Regardless of the process selected, the following tasks should be addressed more or less in the sequence outlined below.

1. Confirm Planning Priorities

   (a) The decision to proceed with an Integrated Watershed Management Plan in a Community Watershed must be determined by the Ministries of Environment and Forests and be consistent with approved planning priorities.

2. Organize the Planning Process

   (a) Ministries of Environment and Forests draft a terms of reference for planning a Community Watershed, and submit it to their respective Regional Managers (MOF) and Regional Directors (MOE).

   The terms of reference will include:

   - the area to be planned;
   - purpose and objectives;
   - the planning methods to be used, including public participation;
   - the lead agency responsibility;
   - participants and their roles;
   - the nature of the product to be produced, including level of plan detail;
   - desired plan completion date;
   - known limitations within which the process must work, including funding
   - method of decision-making within the planning team and for plan approval
   - required commitments to plan development and implementation

(b) Endorsement of terms of reference by the Ministries of Forests and Environment at the regional level.

(c) Identify resource and land management problems, opportunities and preliminary objectives. (This will usually involve discussions with various groups and individuals.)

(d) Determine information requirements in accordance with the terms of reference. The scale of planning will be determined on a situation by situation basis.

(e) Prepare a work schedule in accordance with the terms of reference.

3. Assemble and Analyze Information

(a) Assemble information in accordance with assigned responsibilities.

(b) Collate information.

4. Develop and Describe Plan Alternatives

(a) Finalize resource management objectives.

(b) Prepare and describe feasible alternative solutions.

(c) Review of plan alternatives by line managers.

5. Evaluate Plan Alternatives

(a) Provide an opportunity for review by the general public and formal review by government agencies.

(b) Analyze and evaluate public response.

(c) Finalize alternatives and recommendations.

6. Select Plan

(a) Planning group submits recommendations as to the preferred plan to the line managers.

(b) Line managers submit plan alternatives and recommendations to the Regional Manager (MOF), Regional Director (MOE).

(c) Approval of a plan by the Ministries of Environment and Forests. Where the Plan proposes restrictions or regulation of non-forest use tenures in the watershed, the plan must also be approved by the Ministry of Lands, Parks and Housing.

(d) Ministry of Forests and Ministry of Environment to communicate decision and the rationale for the decision through appropriate channels to those who participated in the planning process or who will be affected by the results.

7. Implement Plan

(a) Ministry of Forests or Ministry of Environment reproduce copies of the plan for distribution to key resource managers/users.

(b) All resource and Crown land agencies feed the decisions made in the Integrated Watershed Management Plan back into higher-level plans and initiate conformity between Integrated Watershed Management Plan and current operational plans and programs.

(c) Resource licensees to prepare operational plans in accordance with approved Integrated Watershed Management Plan. Operational plans would normally be reviewed by the planning group prior to final adjudication by the appropriate Ministry.

8. Monitoring Plan

(a) Those responsible for preparing the plan carry out agreed-upon scheduled field inspections of resource development and prepare reports for submission to line managers.

(b) In the event of interruption to water supply or damage to water works or water quality, implementation of the contingency plan may be required. Integrated Watershed Management Plan requirements as specified in the terms in the various tenure agreements will be monitored, and where necessary, operations could be suspended or directions be given for rectifying problems.

The time needed to prepare an Integrated Watershed Management Plan will vary between Community Watersheds depending on the complexity of resource interactions and on the availability of required information. However, tasks 1 through 5 above should be completed within a six (6) month period, after the necessary data is obtained, except in extenuating circumstances.